

Contractor Sought for Delaware Readiness Teams

The Office of Early Learning is seeking to contract a consultant skilled in the area of Organizational and Community Leadership, with a working knowledge of early childhood development and education, to lead the state-wide Delaware Readiness Teams project.

The Delaware Readiness Teams are a state-wide initiative that offers a unique opportunity for communities to support young children's readiness for school and life, birth through age eight. The teams are firmly grounded in the *Readiness Equation*: Ready Families + Ready Schools + Ready Early Learning Providers + Ready Communities = Ready Children. Each team works to help improve communities and the lives of children and families.

The Delaware Readiness Teams were founded in 2013 and currently have 20 teams with members comprised of early childhood educators, elementary school teachers, health care providers, service providers, parents, grandparents, and representatives from various community organizations.

Key Responsibilities

Provide leadership and management to the Delaware Readiness Teams statewide

Develop and implement written guidance and training to support the leadership capacity of team leaders, including action planning and budget management

Identify and ensure team activities align with state-wide readiness goals and are outcome oriented

Develop, track, and maintain data on outputs and outcomes of the Delaware Readiness Teams efforts and utilize data for planning, demonstrating and measuring impact, and engage in continuous quality improvement strategy development with team leads

Required Education and Experience

Bachelor's Degree (Master's preferred) from an accredited college or university in Organizational and Community Leadership or related degree.

Demonstrated experience in organizing and building community leadership at the grassroots level (include detailed examples with resume)

Demonstrated ability to foster collaborative relationships across diverse settings within and across communities

Demonstrated ability to assess team needs and develop specific strategies to build and increase leadership capacity within and across community teams

Demonstrated strength with data collection, analysis, and data-driven planning in the area of output and outcome measures

Knowledge and skills of early childhood development and family engagement, and best practices of professional development with adult learners

Professional Skills

Results-oriented professional with demonstrated ability to self-motivate and to work independently while leading others

Superior project management skills and meeting of contract deliverables

Creative and strategic thinker with strong collaborative skills

Ability to problem solve effectively and efficiently, and to resolve organizational roadblocks

Excellent interpersonal, oral and written communication skills

Previous experience with Delaware Readiness Teams helpful, but not required

Scope of Work

The scope of work will require significant coordination and collaboration with the Department of Education's Office of Early Learning and community agencies with whom the Delaware Readiness Teams partner.

Lead and manage the statewide Delaware Readiness Teams

Work collaboratively with the Office of Early Learning to develop and revise operational policies and procedures of the Delaware

Design and facilitate professional development (including training and technical assistance) to build capacity of team leads to support high quality, community-based efforts within a variety of contexts and in collaboration with a variety of organizations, specifically related to school readiness and family engagement within the community and across educational settings

Ensure quality of outcomes-based school readiness-focused community based activities

Develop data collection/tracking systems to measure outcomes of the Delaware Readiness Teams

Work collaboratively with the Office of Early Learning to identify, pursue, and secure private funding streams to support the leadership and activities of the Delaware Readiness Teams

Ensure the Delaware Readiness Teams work collaboratively with all partners to create and maintain unified messaging related to Kindergarten Readiness

Develop and support team member recruitment and retention strategies

Coordinate team lead meetings and foster collaboration across teams

Develop and disseminate materials to support best practices in providing high-quality early learning and comprehensive health and family engagement services to young children

Additional Information

This is a remote position and will require in-state travel and availability for weekday office hours and includes some evenings and weekends.

Compensation of agreed upon hourly rate, based upon education and experience, will be invoiced bi-weekly.

Contract period: November 2016 – June 30, 2017. Continuation beyond June 30, 2017 is contingent upon successful delivery of services and funding.

To be considered for an interview, please send resumes, including examples of successful experience organizing and building community leadership, to the Delaware Department of Education's Office of Early Learning early.learning@doe.k12.de.us on or before **October 6, 2016 at 5pm.**

Interviews will be scheduled the week of October 10, 2016.

For questions, please contact Christine Anderson at Christine.Anderson@doe.k12.de.us 302.735.4295